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***Flying Operations***

***FLIGHT INFORMATION PUBLICATIONS***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(Capt Thomas D. Brogan)  
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(Brig Gen T.J. Schwalier)  
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This instruction implements AFPD 11-2, *Flight Rules and Procedures*. This instruction prescribes the process for submitting Air Force operational requirements to obtain new or modified Flight Information Publication (FLIP) products, additional flight information, or other displays of flight information data in FLIP products. It prescribes the process for submitting changes to FLIP documents and ordering Department of Defense (DoD) FLIP and non-DoD FLIP documents. It does not include instrument procedure requirements changes; submit these in accordance with AFMAN 11-230, *Instrument Procedures* (formerly AFMAN 13-209). It applies to all Air Force agencies involved in the development, acquisition, use, and maintenance of FLIP products.

***SUMMARY OF REVISIONS***

This revision incorporates changes to organizational identifiers such as Defense Mapping Agency (DMA) to National Imagery and Mapping Agency (NIMA); the Air Intelligence Agency (AIA); adds developmental agencies of Air Force Materiel Command (AFMC) to list of authorized users for submitting new FLIP requirements; adds note to paragraph 18 on the use of non-DoD Terminal FLIP products; changes all regulatory references to new AFI/AFMAN series numbers. A | indicates revisions from the previous edition.

***Section A—Responsible Organizations***

- 1. AFFSA/XOI.** Headquarters Air Force Flight Standards Agency, Instrument Standards Division (AFFSA/XOI) manages the Air Force FLIP program, serves as an Air Force representative to the tri-service FLIP Coordinating Committee (FCC), and chairs the FLIP Maintenance Working Group (FMWG).
- 2. AFFSA/XOIA.** The Aeronautical Information Branch (XOIA) is the Air Force focal point for FLIP matters.

2.1. As the focal point, AFFSA/XOIA carries out the following functions:

- Consolidates and validates Air Force operational requirements for FLIP and related products.
- Provides technical assistance to major commands (MAJCOM).
- Surveys MAJCOMs to determine total Air Force FLIP requirements and processes operational requirement statements.
- Validates and coordinates new or revised FLIP information with the National Imagery and Mapping Agency (NIMA), FAA, National Flight Data Center, National Ocean Service (NOS), National Defense Headquarters (Canada), US Army, and Navy when required.
- Prioritizes and approves recommended changes and requirements and, when necessary, coordinates with the Army and Navy for FCC action.
- Maintains a list of MAJCOM focal points for FLIP products, and on a semiannual basis (January and July), provides a copy of this list to the Air Intelligence Agency (AIA), 497 IG/INOG.

**3. AFFSA/XO Operating Location Delta (OL-D).** OL-D, located at NIMA, 3200 S. 2d St, St Louis, MO 63118-3399, processes the Flight Information List (FIL). The FIL is a compilation of basic FLIP changes, exclusive of instrument procedural changes. The FIL is the official document for submitting data for publication in FLIP.

#### **4. All MAJCOMs:**

4.1. MAJCOMs are responsible for designating an office as office of primary responsibility (OPR) for all FLIP matters. Forward a copy of this information to AFFSA/XOIA.

4.2. MAJCOMs will validate their unit level FLIP requirements in accordance with chapter 4 of the *National Imagery and Mapping Agency Catalog of Maps, Charts, and Related Products, Part 1, Aerospace Products, Volume I*.

**5. Overseas MAJCOMs.** In addition to paragraph 4, overseas MAJCOMs will designate theater representatives (European, Pacific, Caribbean and South American) to represent their Theater FMWGs.

**6. National Imagery and Mapping Agency (NIMA).** NIMA is responsible for supporting DoD activities on matters involving mapping, charting, and geodesy (MC&G) and FLIP production and distribution.

### ***Section B—FLIP Management***

**7. FLIP Coordinating Committee (FCC).** Established by NIMA, the FCC consists of voting members from the Air Force, Army, and Navy. The FCC defines DoD operational requirements for FLIP products and addresses the Inter-Agency Cartographic Committee (IACC), NIMA, FAA, and NOS requirements to develop a DoD position.

7.1. AFFSA/XOI represents the Air Force on the FCC and presents USAF requirements for tri-service concurrence.

**8. FLIP Maintenance Working Group (FMWG).** The FMWG is established by the FCC and shall consist of at least one member each from the Departments of the Army, Navy, and Air Force as well as a

representative from the NIMA, who acts as a technical advisor. The FMWG chairman shall be an individual appointed by the FCC and will represent the FMWGs at FCC meetings.

8.1. AFFSA/XOI designates members from the appropriate theater HQ MAJCOM to represent Air Force concerns in each TFMWG. Air Force submissions to the TFMWG will be relevant to theater requirements for FLIP products.

**9. Digital Working Group (DWG).** The FCC established the DWG that consists of tri-service representatives with an appointed service chairperson. The DWG consolidates, reviews, and approves inputs to the NIMA produced Digital Aeronautical Flight Information File (DAFIF) and Digital FLIP. Inputs to the DWG should be forwarded through AFFSA/XOIA.

### ***Section C—Operational and Developmental Requirements***

#### **10. Flying Units:**

10.1. Continental United States (CONUS) flying units will submit operational requirements for FLIP in CONUS through MAJCOM OPRs in accordance with FLIP General Planning (GP), chapter 11.

10.2. Overseas flying units submit requirements and requests to applicable MAJCOM. Flying units are responsible for ordering FLIP products from the *National Imagery and Mapping Agency Catalog of Maps, Charts, and Related Products, Part 1, Aerospace Products, Volume I*.

**11. Flying and Developmental Activities.** Red Flag Exercise Staffs, deployment ADVON teams, specialty schools, ESC/YV, AMFC, etc.

11.1. CONUS activities submit an operational requirement statement for additional flight information on new or modified FLIP products through their MAJCOM headquarters.

11.2. Flying activities will submit the statement to the applicable TFMWG if they are outside the CONUS.

**12. Statements for Proposing New FLIP Products.** Activities will submit the statement to AFFSA/XOIA in accordance with FLIP General Planning (GP), Chapter 11, if they are within CONUS. Requests for new products should:

Describe in terms of operational use, the graphic, digital, or textual flight information needed to perform the mission.

- Justify the new or modified product or technique of presentation.
- Describe product accuracy requirements in terms of the weapons system or operational concept being supported.
- Describe area coverage, product size, and any limitations.
- State the urgency of the requirement, required implementation date of the product, and period of intended use.
- If possible, include a sample sketch and annotated product or other illustration of the required products.
- Validate quantities needed and mailing addresses if not to be included in existing FLIP products.

## ***Section D—Revised Flight Information (FLIP GP, Chapter 11), AF Form 3546***

**13. Changes/Requests for Terminal Instrument Procedures (TERPs).** Submit changes to current TERPs or requirement for new instrument procedures to the applicable MAJCOM in accordance with AFMAN 11-230, chapter 2.

**14. Recommendations to Improve FLIP Products.** Submit recommendations to improve FLIP products to AFFSA/XOIA on AF Form 3546. Self-addressed AF Forms 3546 are available through the forms distribution system. Airfield managers and flying unit commanders should stock these forms and make them available to aircrews. These forms provide AFFSA with direct feedback on any issue relating to FLIP or the instrument flying environment. Users will fill it out with their comments or recommendations and drop them in the mail. AFFSA will process the form and respond immediately to the users.

**15. Comments on FLIP Quality.** Submit comments concerning the quality of DoD FLIP products, such as missing data or print misalignment, on the pre-addressed NIMA quality feedback card contained in the Enroute Supplement as specified in FLIP GP, Chapter 11.

## ***Section E—Ordering FLIP Products***

**16. Flying Activities.** Flying activities order FLIP products in accordance with the *National Imagery and Mapping Agency Catalog of Maps, Charts, and Related Products, Part 1, Aerospace Products, Volume I*.

**17. Chief, Airfield Management.** Normally, the chief of airfield management orders, stocks, and supplies FLIP products for base units and aircrews (AFI 13-213, *Airfield Management* and 14-205, *Identifying Requirements for Obtaining and Using Cartographic and Geodetic Products and Services*).

**18. Requests for non-DoD FLIP Products.** Flying activities utilizing non-DoD FLIP must revalidate their requests annually. Flying activities will submit requests for non-DoD FLIP products through MAJCOM FLIP OPR to AFFSA/XOIA. Include written justification for the request. Describe the mission supported and the specific information needed from the non-DoD products. Examples are:

- Support of presidential flights.
- Support of flights to areas where DoD FLIP coverage does not exist.
- Support of urgent operational requirements.
- Political sensitivity precludes publication in DoD FLIP.

### ***NOTE:***

Aircrew use of Non-DoD Terminal FLIP products (Instrument Approach and Departure Procedures) requires approval IAW AFI 11-206, Chapter 8.

## ***Section F—Interdepartmental Coordination***

**19. United States Government FLIP Products.** The Air Force, Navy, Army, and FAA normally coordinate requirements that affect US Government FLIP products through the National Flight Data Center, Washington, DC.

**20. DoD FLIP Products.** The Air Force, Navy, and Army normally coordinate requirements that affect DoD FLIP products or flight operations of any military department through the FCC.

**21. Military Requirements Affecting Civil Flight Operations.** The FAA coordinates military requirements that affect civil flight operations within airspace under FAA jurisdiction.

**22. Tri-Service Coordination.** AFFSA/XOIA obtains tri-service coordination of the operational requirements for a FLIP product.

## ***Section G—FCC Representation***

**23. FCC Representation.** AFFSA/XO represents the Air Force on the FCC and presents new USAF FLIP requirements to the FCC for tri-service concurrence and incorporation into FLIP products. AFFSA/XO will consider legitimate Air Force operational needs and resource impact for new requirements to properly incorporate these new requirements into FLIP products.

## ***Section H—FMWG Representation***

**24. FMWG Representation.** The Air Force will designate a representative in each TFMWG who will:

- Represent the concerns of the Air Force. The TFMWG is the forum used to check and validate all data entries important to theater operations.
- Check and validate Air Force data entries relevant to his or her theater's operations by a designated specific office of primary responsibility, and staff theater-unique items requiring tri-service concurrence at this level.

**25. Form Prescribed.** AF Form 3546, **AFFSA/XO Comment Card**.

JOHN P. JUMPER, Lt General, USAF  
DCS/Air & Space Operations